

FREMONT BOARD OF SELECTMEN**05 JUNE 2008****APPROVED 06/12/2008**

At 6:05 pm the Board's meeting was called to order in the basement meeting room at the Town Hall. Present were Selectmen Gene Cordes, Donald Gates Jr, and Brett Hunter; and Town Administrator Heidi Carlson. Guerwood Holmes entered the meeting at 6:07 pm.

The Board met with Guerwood Holmes to discuss a letter that had been presented to the Board.

Holmes discussed with the Board his desire to have a policy in place to deal with people at the highway site and when the gates will be closed.

There was discussion about all of the Town Department Heads meeting on a regular basis and also a way for the departments to meet new members of the other departments, (specifically Fire, Police, and Highway) so that everyone knows the other town employees.

Gates recommended that monthly the Department Heads get together to help improve on communications and share information about what is going on in town, or report on any particular issues or concerns..

Selectmen asked Holmes to make a recommendation and submit it to the Board for a policy on use of the site and that it include his statement made tonight about people on the site being treated with respect and for anyone who is on the site to be asked for identification.

Holmes was asked to write down his thoughts on how the site should be managed securely. If there is someone on site non-immediately recognizable, then they should be asked for identification and what they are doing on the site. Holmes said he would work on his recommendation.

At 6:25 pm Gates moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Hunter seconded and the vote was unanimously approved 3-0.

A motion to come out of non-public session was made by Gates at 6:55 pm. Hunter seconded and the vote was unanimously approved 3-0. Holmes left the meeting at this time.

At 7:00 pm no Department Heads were present. Jack Downing came in to the meeting to discuss his interest in a position on the Zoning Board of Adjustment. Downing is a member of the Planning Board and is interested in also helping on the Zoning Board.

Hunter moved to appoint John "Jack" Downing as a member of the Zoning Board of Adjustment for a period of two years to fill the unexpired term of Brett Hunter until March 2010.

There was discussion again about having an open house this fall regarding the different volunteer positions in Town, to invite the public to come out and get information. Downing said he thought that was a good idea, as it can be intimidating to some to attend a formal meeting session to get information. He said he would be glad to participate.

Downing left the meeting at 7:08 pm with his appointment form to see the Clerk. Richard Butler came into the meeting at this time.

Butler is planning to meet with the Planning Board in the coming weeks to review the Department's Capital Improvements Plan.

There was discussion about fire rescue matters in general, and Butler gave the Board information on a fire earlier today.

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Gates indicated that the Department looked great on Memorial Day and thanked them for participating.

At 7:22 pm Gates moved to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Hunter seconded and the vote was unanimously approved 3-0.

At 7:30 pm motion was made by Gates and seconded by Hunter to return to public session. The vote was unanimously approved. No decisions were made.

At 7:30 pm Chairman Cordes opened a Public Hearing to discuss Fee Schedule Changes. The notice of Public Hearing was read aloud as follows:

The Fremont Board of Selectmen will hold a public hearing on June 5, 2008 at 7:30 pm at the Fremont Town Hall, basement meeting room, 295 Main Street in Fremont NH to discuss changes to the Town's Fee Schedule. The full schedule of changes is available in the Town Offices, posted at town building, and on the website at www.fremont.nh.gov on the Board of Selectmen page. The public is invited to attend.

The following fees are proposed to be added/updated as of June 2008:

Please note that with regard to the Planning Board Fees, these are not new fees, they are simply being added to the Town's Fee Schedule, and removed from each individual ordinance or regulation. The only change is that the administrative fee for recording has increased from \$30 to \$40 to cover the Town's expense.

Advertising and Mailing Fees are applicable to all matters requiring a public hearing for land use matters.

PLANNING BOARD APPLICATION FEES

EXCAVATION PERMIT	New Application	\$50.00
	Renewal	\$250.00
	Waiver or Amendment	\$250.00

LOT LINE ADJUSTMENT	Application Fee	\$350.00 per lot
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SITE PLAN REVIEW	\$350.00 = regular Site Plan Review	
	\$ 50.00 = each Elderly Housing unit thereafter	
	\$350.00 = up to \$100,000.00 of construction costs plus \$2.00 per thousand over the \$100,000.00 of construction.	
	\$250.00 = minor amendments and waivers to any approved Site Plan Review.	

SUBDIVISION	Application Fee	\$350.00 per lot
		\$350.00 = amendment or waiver to any approved subdivision

VOLUNTARY LOT MERGER	\$150.00
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RECORDING FEES:

Notice of Decision Recording Fee charged at the current ROCKINGHAM COUNTY REGISTRY OF DEEDS rates plus current postal rates; fee made payable to the ROCKINGHAM COUNTY REGISTRY OF DEEDS.

Mylar recording fees charged at the current ROCKINGHAM COUNTY REGISTRY OF DEEDS rates plus current postal rates; fee made payable to the ROCKINGHAM COUNTY REGISTRY OF DEEDS.

Town Administrative Recording Fee = \$40.00

All Public Hearings

Mailing Fee per abutter required

\$6.00 plus current postal rate

OTHER FEES:

- ❖ Form Processing: \$5.00 per page (Includes any form that is not completed at the time of its submission, such as an Application for current use that the Town must prepare).
- ❖ Recycling Bin: No fee for a second bin.

Carlson raised the issue of increasing the fee for Police Reports, but no documentation had been received from the Department; and it had not been posted within this hearing notice (the information came in after the posting). If something comes forward, this will be included in the next round of fee schedule changes.

Gates moved to accept the proposed fee schedule dated June 2008. Hunter seconded and the vote was unanimously approved 3-0.

At 7:45 pm Selectmen reopened the Public Hearing for the Discretionary Barn Easement on parcel 05-072. Ms McRae was not present this evening as she did not have all of the information back from the prior hearing.

Carlson reported that McRae had dropped off information yesterday regarding her application. This included a map of the area which was reviewed. She advised she had spoken with Mary Kate Ryan at NH Division of Historical Resources but was still waiting for the answers to additional questions. Her preliminary conversation was that she could submit an application for consideration and then she would know for sure if the property was eligible. There is a meeting upcoming in mid-June if she decides to pursue this application.

Motion was made by Gates and seconded by Hunter to recess this public hearing to June 19, 2008 at 7:45 pm. The vote was unanimously approved.

OLD BUSINESS

1. Selectmen reviewed the minutes for 29 May 2008. Hunter proposed an amendment to include the date of the event surrounding the fire on Monday May 26th. With that updated, Hunter moved to accept the minutes as amended. Gates seconded and the vote was unanimously approved.

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2. Selectmen held off on an appointment for Aaron Epstein as a member of the ZBA until he can come in and meet with them, which is scheduled for July 10, 2008.

3. Selectmen reviewed a listing of questions from the cable attorney and each was answered so the information can be brought back to him. Selectmen also reviewed a letter dated 05/28/08 from Jay Somers, with three copies of another renewal extension agreement through July 13, 2008.

4. Selectmen reviewed a posting for the Emergency Management Director vacancy. There was extensive discussion about the position and the real necessity for the person in the role to have a strong desire to understand the role and the importance of working with others and a strong desire to get the job done.

The Board wants to fill the vacancy with a competent person as soon as possible. The notice will go on the website and be published in the July Newsletter.

Motion was made by Gates to authorize Heidi to complete the posting, get it posted around town and on the website and in the July newsletter. Hunter seconded and the vote was unanimously approved.

NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$600.20 from last week (two employees were paid incorrectly; and accounts payable manifest \$6,636.78 for the current week. Motion was made by Hunter and seconded by Gates to approve these manifests. The vote was unanimously approved. There was discussion about the payroll errors and how to ensure a smoother transition with the review process.

2. Selectmen again discussed trash pickup along the roadway and whether the Police Department has any community service personnel available for such a detail.

3. Selectmen reviewed appointments for Brett Hunter as Selectmen's Alternate Ex-Officio member of the Budget Committee and Planning Board through March 2009. Cordes moved to approve these appointments. Gates seconded and the vote was approved 2-0-1 with Hunter abstaining.

4. Selectmen reviewed and signed outgoing correspondence to Neil Bilodeau and Kevin Wainright regarding the Wainright's actions in the fire tower spotting of the brush fire on Monday May 26, 2008; and to Whittier Press for Memorial Day Programs, as they donated the printing of the programs.

5. Selectmen reviewed each of the abatements presented by the Assessor, reading and discussing each.

a. 03-169.035 269 Whittier Drive Chris & Karen Matthews
Applicant indicates in their filing that the assessment exceeds their market value estimate of \$272,000 provided in an appraisal submitted. The property was inspected and all physical data was verified. Based on that inspection, an adjustment was made to the land for a drainage culvert. The applicant's appraisal was reviewed and some recent sales analyzed. After adjustments the assessment changed \$8,300 and was reduced to 281,400. The Assessor recommends a reduction of \$8,300 and an abatement of \$176.21 be granted.

b. 03-191.005 48 Cavil Mill Road Dain & Kathleen Stokes
Applicant requested an abatement due to the lowered water level in the Exeter River due to the Scribner Road Dam being opened. The assessor reviewed all information submitted and did an inspection. Some discrepancies in the listing data were corrected and it was noted that the river is low due to the opening of the dam after the spring 2007 flooding. After corrections and adjustments, the value was reduced \$4,000 to 360,500; and the Assessor recommends an abatement of \$84.92.

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c. 03-169.019 11 Grapevine Drive Garrett & Jenilee DeBlois
Applicant filed an abatement stating that the assessment exceeds October 2006 sales price. Property was inspected and this identified that a portion of the second floor is unfinished. After this adjustment, the value was reduced \$4,900 to \$242,400 and the Assessor recommends an abatement of \$104.03.

d. 02-151.005 11 Kenniston Lane Eric Shuberth & Brenda Castonguay
Abatement requested because applicant's opinion is that the property is over-assessed in comparison to larger homes with larger lots. All information provided was reviewed and comparables provided were smaller and inferior to the subject, therefore not considered comparable. The property was inspected and it was determined that a data change to the attic area was appropriate. After this adjustment, the assessment is reduced \$4,200 to \$529,700 and Assessor recommends an abatement in the amount of \$89.17.

e. 04-048 40 Louise Lane Roy Family Trust
Abatement requested due to incorrect data regarding an outbuilding and fireplace. Property was inspected and some physical data errors were determined regarding outbuildings and the sketch. After adjustments the assessment is reduced \$8,500 to \$288,300 and Assessor recommends an abatement of \$180.46.

f. 03-191.010 20 Cavil Mill Road Daniel & Krista Daley
Applicant's request for an abatement is based on their thought that the assessment is not reflective of current market prices as well as effect of low level of the Exeter River. All information provided was reviewed. Assessor corrected discrepancies in data resulting in an assessment reduction of \$10,500 to \$398,100 and recommends an abatement of \$222.92.

g. 07-022.001 941 Main Street Daniel & Anna Connor
Abatement requested as a culvert drains into the rear of the property and this part of the land is significantly wet. Property was inspected and physical data verified. Some data errors were determined including the building's condition and the sketch corrected to reflect partial finish in the basement. After adjustments were made, the assessment was reduced \$7,400 to \$243,400. The Assessor recommends an abatement of \$157.10.

The Board then voted each of the abatements by accepting the Assessor's recommendation. Motion was made by Gates and seconded by Hunter to accept the Assessor's recommendation on the abatements for lots 03-169.035, 03-169.019, 03-191.005, 02-151.005, 04-048, 03-191.010, and 07-022.001 as stated above. The vote was unanimously approved 3-0.

6. Selectmen signed a lien for recording on parcel 06-057 in accord with NH RSA 165:28.

7. Selectmen reviewed and signed Memorial Day letters to: Fremont Police Department members, Fremont Fire Rescue Department members, Ellis School, Faith Levesque and Girl Scouts/Brownies, Doug Cowie, Brianna George, Dunlap Highland Band, Makayla Butler, Deborah Maslowski, Roger Anderson, Eleanor Gates, Beth Goodliff, Cathy Toomey, and Caitlin Royer.

8. Selectmen reviewed a contract with Stantec Consulting Services for work on North Road. The Board is in need of a list from the Road Agent about all of the work which need to be done, or could come up this year on North Road. The Scenic Road Public Hearing needs to be scheduled, as well as the preliminary meeting with Stantec.

9. Selectmen did not have any particular SB2 questions for DRA, but would like a general overview of the process instead. The Board also suggested that Carlson contact others towns and perhaps talk with Administrators or Selectmen in SB2 towns to get other helpful procedural information.

10. Selectmen opened one fuel oil bid received, from Iving Oil Corporation in the amount of \$4.29. The Board asked for Jeanne to copy the response received and get it to the SAU / School Board; and to get a few questions answered and have something back to the Board next week. One question is why it says it has to be accepted by June 4, when the bid was not due until June 5th (perhaps should be July 4th?). Also, there are questions as to whether or not it includes fallback pricing and such.

The Board also asked to have Jeanne call to have all of our tanks filled on the prior contract, which should be in effect until the end of June.

11. Selectmen reviewed the folder of incoming correspondence.

12. Selectmen reviewed a letter received this afternoon from Reese Bassett asking for the Board to consider making available to him, some type of disability insurance for a non-work related injury or illness. Carlson indicated that the Towns' disability insurance carrier had been contacted about this in the past, and that if it is offered to other than full-time employees that are funded by the Town, it has to be offered to all, and 75% of those eligible would have to take it.

Currently the Town has a policy that would allow any part-time employee who works at least 20 hours per week, and make enough money bi-weekly to cover the full cost of the premium, to opt on to the Town's health insurance. A similar plan could be initiated for other types of insurance, but experience is that a large percentage of persons eligible have to take it in order for the company to set it up. The Board asked Carlson to check on this again.

NEXT WEEK

The next regular Board meeting will be held on Thursday June 12, 2008 at 6:00 pm.

With no further business to come before the Board, motion was made by Gates and seconded by Hunter to adjourn the meeting at 9:55 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator